

**OXFORD TOWNSHIP  
LAND USE BOARD  
MEETING JANUARY 24, 2023  
www.oxfordtwpnj-org**

**FLAG SALUTE**

**CALL TO ORDER:** Mrs. Geller called the meeting to order at 7:01pm

**ADEQUATE NOTICE** was given as follows: Notice was sent to the Express Times and The Star Ledger. Notice was posted on website and the municipal bulletin board in the Township Administration building in Oxford Township, New Jersey and notice was filled with the Township Clerk.

**ROLL CALL:**

Members Present: Mr. Ischinger, Mr. Ort, Mr. Niece, Mayor Norton, Mr. McGuire, Mr. Ott, Ms. Hoffman, Ms. Taranto, Mr. Weiss, Mr. Daneault

Members Absent: Mr. Oneil, Ms. Koufodontes

Professionals: Richard Schneider, Planning Board Attorney, Michael Finelli, Planning Board Engineer, Megah Stanley, Board Planner

**Oath of Office:**

Richard Schneider swore in the 3 Land Use Board Committee Members for their new terms. Mr. Ort, Mayor Norton, Mr. Weiss all for 1-year terms ending 12/31/24.

**REORGANIZATION:**

**Election of Chairperson**

A Motion was by Mayor Norton to nominate Mr. Ischinger as Chairperson and seconded by Mr. Ort, there being no other nominations, roll call was taken and was unanimous, Mr. Ischinger assumed the position as Chairman.

Ayes 9, Nays 0, Abstain 1,  
Motion carried.

**Election of Vice Chairperson**

A Motion was by Mr. Ischinger to nominate Mr. Niece as Vice Chairperson and seconded by Mr. Ort, there being no other nominations, roll call was taken and was unanimous, Mr. Niece assumed the position as Vice Chairman.

Ayes 9, Nays 0, Abstain 1,  
Motion carried.

**RESOLUTION 2024-1**

**RESOLUTION FOR LAND USE BOARD MEETING SCHEDULE FOR 2024**

NOTICE IS HEREBY GIVEN that pursuant to the provisions of Section 13  
of the Open Public Meetings Act, Chapter 231. P.L. 1975, the following is

the schedule of regular monthly meetings of the Oxford Township Land Use Board. Unless otherwise indicated, all meetings will be held on the fourth Tuesday of each month at 7:00 p.m., at the Municipal Building, 11 Green Street, Oxford, New Jersey. All virtual meeting information will be posted on the Oxford Township Website.

January 23, 2024 (Reorganize)	July 23, 2024
February 27, 2024	August 27, 2024
March 26, 2024	September 24, 2024
April 23, 2024	October 22, 2024
May 28, 2024	November 19, 2024 (3 <sup>rd</sup> Week)
June 25, 2024	December 17, 2024 (3 <sup>rd</sup> Week)

**January 28, 2025 (Reorganize)**

A copy of this resolution will be prominently posted by the Township Clerk through 2024, in the Municipal Building on the bulletin board, and shall be sent to the Express Times, which is designated as the official newspaper for publication of legal notices for the Oxford Township Land Use Board, and the Star Ledger pursuant to Section 3(d) of the Open Public Meetings Act, (Chapter 231, P.L. 1975). This is a true copy of a resolution adopted by the Oxford Township Land Use Board at the re-organizational meeting held on January 23, 2024.

A motion was made by Mayor Norton to approve Resolution 2024-01 Planning Board Meeting Schedule and seconded by Mr. Niece and passed unanimously by roll call vote.

Ayes 10, Nays 0, Abstain 0,  
Motion carried.

## **RESOLUTION 2024-2**

### **APPOINTEMENT OF LAND USE BOARD PROFESSIONALS**

**RESOLUTION AUTHORIZING CONTRACTS WITH** Richard Schneider, Esq.  
of Vogel, Chait, Collins and Schneider as Attorney – Michael Finelli, P.E.  
of Finelli Consulting Engineers as Engineer, for Professional Services for 2024.

**WHEREAS**, there exists a need for the retention of firms of consultants to  
render professional advice to the Land Use Board on land use considerations and to review  
applications for development, and

**WHEREAS**, the contract is based on an hourly rate commencing on January  
1, 2024 through December 31, 2024 and funds are available in the  
appropriation to the Land Use Board, and have been certified by the Local  
Finance Officer, and

**WHEREAS**, the Local Public Contracts Law (N.J.S. 40A:11-1 et seq.)  
Requires that the resolution authorizing the award of contracts for “professional services”  
without competitive bids on the contract itself must be available for public inspection;

**NOW THEREFORE BE IT RESOLVED** by the Land Use Board of the Township  
of Oxford as follows:

1. The Chairman and Secretary of the Land Use Board are hereby authorized and directed to execute the attached agreements with Vogel, Chait, Collins and Schneider, Finelli Consulting Engineers
2. These contracts are awarded without competitive bidding as a “professional service” in accordance with N.J. S. 40A:11-5 (1) (a) of the Local Public Contracts Law because the above firms have served as the board’s professionals for more than one year and have special knowledge as to land use considerations and conditions in the

township, which knowledge as to land use considerations and conditions in the township, which knowledge is particularly valuable to the Land Use Board.

3. A notice of this action shall be printed once in the official newspaper of the Township of Oxford.

**Certification:** I certify that this is a true copy of the Resolution adopted by the Oxford Township Land Use Board at their meeting held on January 23, 2024.

A motion was made by Mr. Neice to approve Resolution 2024-02 Planning Board Professionals for 2024 and seconded by Mr. Ort and passed unanimously by roll call vote.

Ayes 10, Nays 0, Abstain 0,  
Motion carried.

**RESOLUTION 2024-3**  
**RESOLUTION OF THE LAND USE BOARD OF THE**  
**TOWNSHIP OF OXFORD, COUNTY OF WARREN AND**  
**STATE OF NEW JERSEY DESIGNATING NEWSPAPER TO**  
**RECEIVE NOTICES OF MEETINGS**

**WHEREAS** Section 3 (d) of the Open Public Meeting Act, Chapter 231, P.L. 1975, requires that certain notices of meetings shall be submitted to two (2) newspapers of the Township; and

**WHEREAS** the second newspaper designated by this body must be one, which has the greatest likelihood of informing the public within the jurisdictional boundaries of this body, of such meetings:

**NOW, THEREFORE, BE IT RESOLVED** by the Township Committee of the Township of Oxford, County of Warren and State of New Jersey:

1. That **The Express Times/Warren County- NJ Zoned Edition**, Easton, Pennsylvania is hereby designated as the official newspaper of the Township, to receive all notices of meetings as required under the Open Public Meetings Act.
2. That **The Express Times/Weekly Edition, Easton, Pennsylvania** is designated as the second newspaper as required under the Open Public Meetings Act.
3. The **STAR LEDGER**, Newark, NJ. is designated as an additional second newspaper if needed as required under the Open Public Meetings Act.

This Resolution shall take effect immediately.

**WITNESS**, my hand and seal of the Township of Oxford, on this 23<sup>rd</sup> day of January 2024.

A motion was made by Mr. Neice to approve Resolution 2024-03 Planning Board Official Newspapers and seconded by Mr. Ort and passed unanimously by roll call vote.

Ayes 10, Nays 0, Abstain 0,  
Motion carried.

**MINUTES:** December 19, 2023 Land Use Board

Eligible to Vote: Mr. Ischinger, Mr. Ort, Mayor Norton, Ms. Koufodontes, Ms. Taranto, Ms. Hoffman Mr. Ott,  
A motion to approve was made by Mr. Ort, seconded by Mr. Ott

Ayes 7, Nays 0, Abstain 2,  
Motion carried.

Richard Schneider brought to the Boards attention that and old matter about our Zoning Map and the incorrect zoning areas. Mr. Finelli discussed the issue and what had happened to the board once again. It needs to go back to the Town Committee to update the map. Mayor Norton requested to Lee Geller to add it to our next Committee Meeting and contact Mr. Wenner on this matter.

## **NEW BUSINESS:**

Valley Wellness – Public Hearing

Mayor Norton recused himself and stated that the property is owned by the town.

Brian Tipton – Attorney for the application VW Re Valley Wellness LLC will be the purchaser of the property the Township owns Bl 26 L 83, 35 acres in TC2 zone cannabis overlay. We are here for a preliminary site plan approval w we'll turn over two Sept Tipton about licensing.

Seth Tipton VW RE Valley Wellness the purchaser is currently a licensed medical LTC in New Jersey for retail sales. The current use here is for a Class 1 license cultivation license for only cultivation it's only for direct sales or sales to manufacturers no retail sales is allowed with the Class 1 license. At a future date valley Wellness may apply for and manufacturing license which is Class 2.

Rich Schneider – asked is valley wellness that entity will be the operator of the cultivation?

VW RE Valley Wellness will acquire the property, construct the property and will be the ultimate tenet of the facility.

Rich Schneider- asked this is only a Class 1 cultivation license before the board today. Under the Class 1 cultivation license who can they sell to.

Only a licenser can purchase from a wholesaler or distributor.

The license will be operational once this Cannabis Regulatory Commission (CRC) approves all aspects of the facility. Class 1 is provisional right now until they meet all the requirements from the CRC.

Rich Schneider asked After each speaker we will open up to the public portion for only what has been discussed at this time.

Mr. Tolentino, Oxford, NJ questions:

- About lot size
- Is the Owner sale for Medical or Alternate treatment
- The town owns the property what is the agreement with VR Re Valley Wellness
- What will be done with the rest of the property.
- Parking lot

Brian Tipton stated that he has 3 people that will speak tonight about the application to be deemed complete.

1. Wayne Ingram - Planner
2. Virginia Seminara – Architect
3. Sarah Trent – Owner/Operator

Richard Schnieder swore in all 3 witnesses.

Wayne Ingram discussed his education and work history. Mr. Ingram started with rendering A-1 a colored site plan of the property. We are seeking tonight approval for our application. On the page you can see the property runs from top to bottom from Rt 31 at the intersection of Pequest Rd. It is a 35 acre parcel areas of the cornfields areas that are more contained on the south side on the east side is Upper Denmark Road and resident homes. We do have some frontage on Rt 31 but our proposed access will be coming off of upper Denmark Rd. This is the former Cambridge West property which now has been overgrown. We are proposing a 20,937 facility with is stage 1 being a 5700 sq ft interior fit with future stages.

Rich Schneider spoke with Mr. Tipton today with Mr. Finelli about the application. And the confusion with the building. Will you be building the building at 20,000 square feet and utilizing 15,000 square feet with a later date of the additional 5000 square feet.

Yes that is correct.

Mr. Finelli just found out this afternoon it was not very clear on your plans it says that there will be phases and that it why kept referring to this in my report several times between preliminary and final site plan approval. I understand now, tonight before this board you are looking for 20,000 sq ft building for the entire footprint. We are going to have to look at variances with this construction.

CBO district and with all the setbacks. I mentioned what we are opposed to construct is basically a narrow path to be maintained to the water tower they haven't used it they don't really follow it we are looking to contact them to get them back to where they're supposed to be in their path. What we will be doing is widening out the narrow path to a 25ft driveway about 600 ft in length. Mr. Ingram went into detail about items on the property listed below.

- We are showing a 21-stall parking lot.
- Gated loading zoning with fencing. Also proposing a trash area same space to be fenced in.
- Driveway access will be from Upper Demmark.
- Another fenced in area by the gravel drive area on the west side.
- Recess the area with a retaining wall with fencing.
- Not proposing much landscaping with the majority of the area is wooded. Only doing landscaping along the driveway.
- Lighting of the property: we are not proposing to light the entire driveway. Will have lighting along the curve for safety concerns. 25ft poles for lighting around the facility
- Stormwater management – we have multiple stormwater basins throughout the property. There is 1 by the facility, 1 by the curve and 2 at Rt 31.
- Sewer we are proposing to be bringing it down to the roadway and connect it from there.
- Signage to the property was discussed and where to place.
- Gate inside the driveway.

Went into detail about the site and discussed each item on Mr. Finellis report that needed question answered.

Mr. Ingrams Discussed Variances needed:

- Parking Number of parking spaces 21 or 26. Parking spaces will be adjusted on revised plans.
- Items on Mr. Finellis report:
  - o 340 -26A
  - o 340-27A
  - o 340 – 28 E2, 340 – 28E #2,
  - o 340 – 30 B
  - o 340-34A

The application will comply with the review letter making all changes.

Will also comply with the Stormwater comments on Mr. Finellis report as well.

Public comments:

Mr. Tolentino, Oxford, NJ

1. Frontage of the property 186ft
2. Upper Denmark for entrance to property 100ft into the driveway
3. Will you be widening the road with DOT

Mr. Bosirisky (sp), Oxford, NJ

1. Impervious surface water on Rt 31
2. Safety Issue turning into the property from Rt 31 traveling south bound on Rt 31
3. Grade of the road
4. Can they access from Jensen Drive
5. Deed of Sale and Can they develop in other areas of the property
6. Concerns with Power
7. Security
8. Board - questions about the overlay of Cannabis
9. Safety of the road

Mr. Basko, Oxford, NJ

1. Asked about Property lines
2. Water – across Upper Denmark Conditions of the road, Falling apart
3. Telephone Pole to be moved – Strom Dranaige
4. Zoning – Senior Housing – Water Line
5. Sewer Connection – Stated he would allow access from his property to connect to the sewer

Virgina Seminara architect discussed her education and work history. Has 2 renderings Item A-2 outside the Building and A-3 inside the Building. Ms. Seminara went into details about the outside of the property and the details on the design of the inside of the buildings with the sections. Trim, dry veg rooms. Ms. Seminara stated that Sarah Kent would explain more about the rooms.

No Public Comment

Sarah Trent is the owner of Valley Wellness which is a dispensary in Raritan, NJ. Sarah is an attorney by trade. Ms. Trent is very involved with the day-to-day operations of the dispensary and will be with this facility as well. Ms. Trent went on to discuss the following items of the property.

- The process of the cannabis from flower, trim and drying and disposing of product not used
- The building details of the layout of each specific rooms at each stage of the development process
- How many employes about 15 staggard shifts day time and not including owners and visitors.
- Construction will have a bit of traffic going in and out but once complete only a few employees daily and three deliveries a week by box truck and 1 or 2 outgoing.
- The security of the building. Each door from the entrance to the facility to each door inside will have a security code to get into and cameras on the building and record 24 hours 7 days a week and back up for 30 days. CRC requires a live feed.
- Garbage is in a secured area due to the the process of disposal
- Odor control – activated carbon and UV lights

- The entrance to the property signage, building and fixing the road after construction.
- Planning for tenants to lease space but do not have anyone at this time
- Our Provisional permit is only to get the ball rolling and to get the building started. We have to go thru a compliance monitor will come in and give us the approval to get our license once we have completed all of our requirements. We can get approvals in stages
- To get the greenhouses up and running we will need to get a temporary office and bathhouse for the employees to use.
- Employee will have key entry authorized by CRC to enter the building and rooms.
- Knox box outside for police and fire
- Fence we will add barbed wire to the fence.
- Water will be on a sensor system goal is to minimize water run off the plants are in pots on a bed.

#### Public Comments

Mr. Basko(sp), Oxford, NJ

- What will the board do about the odor of any
- Water – minimize water run off
- Testing the soil
- Will some go into the sewer
- Will the dumpster be locked

Brian Tipton

We are here tonight to get preliminary site plan approval and will be back for final site plan approval.

#### Public Comment

Chris Bosirisky(sp), Oxford, NJ

- Sale of the property
- What are benefits to the town & Land use permitted and tax benefits

Richard Schneider stated that we are here to get a preliminary site plan approval with 5 variances off of Mr. Finelli's report numbers are 340-26A, 340-27A, 340-28E, 340-30B, 340-34A.

A motion was made by Mr. Ischinger to approve a Preliminary Site Plan for Valley Wellness with 5 variances and seconded by Mr. Ort and passed unanimously by roll call vote

Ayes 9, Nays 0, Abstain 1,  
Motion carried.



**Public Comment:**

No Public Comment was offered.

**Vouchers:**

A motion was made by Mr. Ort and seconded by Mr. Ischinger to pay the Vouchers for the Land Use Board.

**ADJOURNMENT:** A motion was made by Mr. Ischinger and seconded by Mrs. Taranto with no further business before the board and no public comment offered the meeting was adjourned at 9:56pm.

Respectfully Submitted,

Lee L. Geller, Secretary